Health Home Implementation and the Early Intervention Program

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Early Intervention Ongoing Service Coordination (EI OSC)/ Health Home Care Management Agencies (HH CMA)

<table>
<thead>
<tr>
<th>HH CMAs can also become an EI OSC agency provider</th>
<th>EI Provider Agencies who provide EI SC (Initial and or Ongoing) can also become a HH CMA</th>
<th>EI Provider Agencies who provide SC could contract with a HH or HH CMA</th>
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</thead>
</table>
| • Need to be approved by DOH as an EI agency provider for OSC services  
• Meet all EI standards and requirements               | • Need to meet HH CMA standards and requirements  
• Have an affiliation with a lead HH and be in their HH network          | • Need to establish clear roles, responsibilities and integration of service delivery to limit confusion to the family  
• Need to establish a payment arrangement, as both entities can not bill for ongoing service coordination (i.e., Medicaid Target Case Management) |
EI OSC providers are encouraged to work closely with their HHs to:

✓ Understand the requirements and responsibilities to fulfill their HH case management responsibilities, and

✓ To exchange information about contacts and resources within the HHs (with which the EI OSC has an established business associate agreement).
Early Intervention Ongoing Service Coordination/Health Home Care Management

What is it? It is an interactive process.

- **Active ongoing process**
- **Reflects families need**
- **Coordinates services (EI & HH)**
- **Promotes timely delivery of services**
- **Continuously seeks services**
El Services are Developmental Services

The New York State Early Intervention Program (EIP) is part of the nationwide EIP. It is for infants and toddlers under three years of age who may not be making progress like other children because of a developmental delay or disability. A disability means that a child has a diagnosed physical or mental condition that may lead to developmental problems. The delay must meet an EI defined threshold to qualify as a delay.

EI services are provided by individuals and or agencies which are approved by the NYS Department of Health for the provision of those EI services. These EI developmental services are at no cost to families. A family’s health insurance may issue payment for some or all of the EI services. Medicaid will be accessed when a family is enrolled in that program.
Referrals to Early Intervention Program

County contacts can be found online at: www.health.ny.gov/community/infants_children/early_intervention/county_eip.htm

Family Concern

1. Referral (*unless parent objects*)
   - Referral source or parent suspects child of having developmental delay or disability
   - Family informed of benefits of Early Intervention Program
   - Child referred to EIO within 2 days of identification

2. Initial Service Coordinator
   - Provide information about EIP
Referral to Early Intervention for a Child Currently Enrolled in a Health Home

HH CMA is not also an EI service coordinator

Follow municipal referral procedures

Note: In NYC, call 311 or outside of NYC call local county contact

HH CMA is also an approved EI service coordinator

Utilize NYEIS to make the referral

Note: In NYC, if a child is served by ACS, call the EI/ACS Referral Hotline @ 877-885-KIDZ (5439)
Assignment of Early Intervention Program Initial Service Coordinator

Family Concern

1. Referral (unless parent objects)
   - Referral source or parent suspects child of having developmental delay or disability
   - Family informed of benefits of Early Intervention Program
   - Child referred to EIO within 2 days of identification
   - Early Intervention Official assigns Initial Service Coordinator

2. Initial Service Coordinator
   - Provide information about EIP
   - Inform family of rights
   - Review list of evaluators
   - Obtain insurance/Medicaid information
   - Obtain other relevant information
Municipal Assignment of the Initial Service Coordination (ISC) Agency

**HH CMA that is making the referral is also approved as an EI provider for the provision of ISC**

- Agency will be assigned as the ISC agency to ensure continuity of care
- ISC tasks are considered unique and distinct from Health Home activities
- Payment for ISC is at the EI rate, ISC Agency submits claim via NYEIS

**HH CMA that is making the referral is not approved as an EI provider for the provision of ISC**

- Municipality will assign an ISC agency as per their usual procedure
- ISC will seek parent consent to share information with the child’s HH CMA to ensure continuity of care
- Payment for ISC is at the EI rate, ISC Agency submits claim via NYEIS

**HH CMA that is making a referral is not an approved EI provider**

- Municipality will assign an ISC agency as per usual procedure
- ISC will obtain parent consent to share information with the child’s HH CMA to ensure continuity of care
- Payment for ISC is at the EI rate, ISC Agency submits claim via NYEIS
If the HH CMA is **ALSO** approved as an HH CMA/EI SC provider agency, the same agency will

- **Be assigned as the child’s ISC**
- **Conduct EI ISC tasks**
- **Keep ISC tasks unique and distinct from HH activities**
- **Bill ISC activities through the EIP**
If the HH CMA is NOT approved as an HH CMA/EI SC provider agency:

- Municipality will assign an ISC agency as per their usual procedure.
- ISC will seek parent consent to share information with the child’s HH CMA to ensure continuity of care.
- Payment for ISC is at the EI rate, ISC Agency submits claim via NYEIS.
If the HH CMA that is making a referral is not an approved EI provider:

- Municipality will assign an ISC agency as per usual procedure.
- ISC will obtain parent consent to share information with the child’s HH CMA to ensure continuity of care.
- Payment for ISC is at the EI rate, ISC Agency submits claim via NYEIS.
EI ISC Responsibilities and Resources

✓ The assigned ISC completes all required ISC activities
✓ Utilizes Toolkits issued by NYS DOH
✓ Follows state and local municipality procedures
✓ Utilizes knowledge gained by participation in EI training opportunities and from NYS issued EI guidance
  • In NYC, the ISC will also refer to the NYC Policy and Procedures Manual for additional information
Early Intervention Program Multidisciplinary Evaluation (MDE)

2. Initial Service Coordinator
   - Provide information about EIP
   - Inform family of rights
   - Review list of evaluators
   - Obtain insurance/Medicaid information
   - Obtain other relevant information

3. Evaluation
   - Determine eligibility
   - Family assessment, optional
   - Gather information for IFSP
   - Summary and report submitted prior to IFSP

IS CHILD ELIGIBLE?

EVALUATION
Multidisciplinary Evaluations

All evaluations (MDEs and supplemental evaluations) are for Early Intervention purposes only, and are not to be authorized for the purpose of determining Health Home eligibility.

✓ Children Enrolled in a Health Home at the Time of Early Intervention MDE
  • The MDE is performed following EI requirements and procedures, is conducted and submitted as required by NYSDOH EI and the local municipality. The payment for the MDE is made to an approved EI agency and at the EI rate

✓ Children Not Enrolled in a Health Home at the Time of Early Intervention MDE
  • The MDE team in collaboration with the parent and the ISC should discuss whether the child is potentially eligible for HH and appropriate during the evaluation process
  • MDE results may be shared when consent is obtained
INITIAL SERVICE COORDINATION- Children NOT Enrolled in a Health Home at the Time of Early Intervention Referral

✓ If the ISC in collaboration with the child’s Multidisciplinary Evaluation (MDE) team believes that the child is potentially eligible for Health Homes:

- A discussion should occur with the family to ensure that the family understands the benefit of Health Home services.
- If the family gives verbal consent to make a referral, the referral can be made in one of the following ways:
INITIAL SERVICE COORDINATION

Children NOT Enrolled in a Health Home at the Time of Early Intervention Referral (continued)

✓ If the Early Intervention ISC agency is also a HHCMA/OSC, the ISC should discuss the referral with the HHCMA/OSC staff and make the referral through the Medicaid Analytics Performance Portal (MAPP).

✓ If the Early Intervention ISC agency is not a HHCMA/OSC, the ISC should contact a HHCMA/OSC agency

✓ If the EI ISC agency has a sub-contract with a HHCMA/OSC, the ISC will contact the sub-contracted HHCMA/OSC to make a referral for Health Home services
Early Intervention Program Individualized Family Service Plan (IFSP)

The IFSP Meeting *(if child is eligible)*
- Family identifies desired outcomes
- Early Intervention services specified
- Develop written plan
- Family and EIO agree to IFSP
- Identify Ongoing Service Coordinator
- EIO obtains social security number(s)

*May access due process procedures*
Assignment of the OSC at the Individualized Family Service Plan (IFSP) meeting

If a child is already enrolled in a HHCMA

- The same HHCMA will be authorized/assigned when the HHCMA is also a HHCMA/OSC
- Another HHCMA OSC will be authorized/assigned when the HHCMA is not also a HHCMA/OSC
- Municipality will request assistance from the HHCMA to identify an appropriate network HHCMA/OSC

If the child has already been referred to the HHCMA/OSC

- EIOD and other members of the IFSP team should discuss Health Homes at the IFSP meeting
- EIOD will inquire if HH eligibility has been established
- If Health Home eligibility has been established, the IFSP team should authorize the HHCMA/OSC that established HH eligibility to be the provider of OSC

Child has not been referred to the HHCMA/OSC

- EIOD and other members of the IFSP team should discuss Health Homes at the IFSP meeting
- If it is determined that a referral to Health Homes is appropriate, a discussion with the family should include the benefit of selecting an OSC who is also a HHCMA/OSC
- To reduce the need for a change in OSC should the child be found eligible for HH, the referral for Health Home eligibility determination should be made to a HHCMA/OSC
Children not enrolled in a Health Home at the time of the IFSP meeting

✓ If the child has not been referred to the HHCMA/OSC, the child’s EIOD and other members of the IFSP team should discuss Health Homes at the IFSP meeting
  • If it is determined that a referral to Health Homes is appropriate, a discussion with the family should include the benefit of selecting an OSC who is also a HHCMA/OSC.
  • To reduce the need for a change in OSC should the child be found eligible for HH, the family is encouraged to select an OSC EI agency which is also a HHCMA/OSC
  • The referral for Health Home eligibility determination should be made to the same HHCMA/OSC
Referrals When A child in Foster Care is in the care and custody of the local Department of Social Services (in NYC, ACS).

 ✓ In some cases, the parent retains the right to make decisions about Early Intervention and Health Home enrollment, despite the fact that the child is in foster care.

 ✓ In other cases the parents’ rights have been terminated or surrendered, or the parents’ whereabouts are unknown, Early Intervention appoints a surrogate parent (usually the foster parent) to make Early Intervention decisions.

   • In these cases, the Foster parent/EI surrogates would work with the Voluntary Foster Care agency (VFCA) and or the HH CM/EI provider to determine if the child might be eligible and appropriate for Health Home and make a referral to Health Homes.

   • Foster parents/EI surrogates cannot give consent to enroll a child into a Health Home.

   • An HHCMA must obtain consent to enroll the child in Health Homes from the legally authorized representative which is the Local Department of Social Services (LDSS) in Rest of State and the Administration for Children Services (ACS – delegated to contracted VFCA) in New York City who will determine the correct individual to sign HH consent.
Choice to refer to HH care management services

If a family initially does not want to be referred to a HHCMA they may later choose to refer their child
### Early Intervention Program Individualized Family Service Plan (IFSP)

<table>
<thead>
<tr>
<th>Services</th>
<th>Providers</th>
<th>Service Coordination</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Discussed at the IFSP meeting</td>
<td>• Contractors and agencies must have NYSDOH EI approval</td>
<td>• Warm hand-off to a HHCMA/EI OSC when the child is enrolled in HH</td>
</tr>
<tr>
<td>• Agreed upon by the team</td>
<td>• All listed in the NYEIS database</td>
<td>• There can only be one OSC</td>
</tr>
<tr>
<td>• Meet the definition of an EI service</td>
<td>• Reimbursed for EI services following the EI process</td>
<td></td>
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### Early Intervention Program On-going Service Coordination/HH CMA

<table>
<thead>
<tr>
<th>Assisting and</th>
<th>Coordinating</th>
<th>Informing</th>
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<tbody>
<tr>
<td>Participates in the development, review and evaluation of individualized family service plans</td>
<td>Performance of evaluations and assessments</td>
<td>Families of their rights and procedural safeguards</td>
</tr>
<tr>
<td>Conducts referral and other activities to assist families in identifying available EI program service providers</td>
<td>Facilitates and monitors the delivery of EI services to ensure that the services are provided and in a timely manner</td>
<td>Families of the availability of advocacy services</td>
</tr>
<tr>
<td>Conducts follow-up activities to determine that appropriate EI services are being provided and in a timely manner</td>
<td>Medical and health care providers, including a referral to appropriate primary health care providers as needed</td>
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<td></td>
<td>Facilitates the development of a transition plan to preschool services if appropriate or to other available supports and services</td>
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Billing and Claiming

• When Health Home eligibility is established, the OSC service authorization in NYEIS created for the HHCMA/OSC to deliver EI OSC must be closed and a new service authorization to the same HHCMA/OCS must be created for one unit (which will allow the case to remain open)
  – The OSC needs to continue to ensure EI service providers OT, speech, PT, etc. are entered in NYEIS according to protocol
  – Early Intervention service providers will continue to bill according to EI protocol in NYEIS
Billing for Health Home Activities

When a HHCMA/OSC is assigned, Early Intervention OSC activities and Health Home services will be billed as one service under the Health Home structure of the CANS-NY acuity rate.

✓ When the child is eligible for Health Homes the EI OSC service authorization in NYEIS must be closed and billing for EI OSC must end according to an agreed upon transition date

✓ A new service authorization for OSC will be created in NYEIS and approved for the HHCMA/OSC.
Transition from Early Intervention Program Services

6. Transition
   - Plan for transition included in IFSP
   - Transition to:
     - services under Section 4410 of Education Law (3-5 system)
     OR
     - other early childhood services, as needed

Areas of Development
- cognitive
- physical (including vision and hearing)
- communication
- social/emotional
- adaptive development
Children Transitioning out of Early Intervention

• Children enrolled in Health Homes - the child’s HHCMA/OSC care manager is responsible for completing all required transition activities.
  • If the child continues to meet HH eligibility and appropriateness, the child will remain in HH (with proper consent) when transitioning out of Early Intervention.

• Children not enrolled in Health Homes but potentially eligible
  • As part of developing an Early Intervention transition plan, service coordinators should discuss referral to Health Home care management services for children who are potentially eligible
Health Home Disenrollment

The HHCMA/OSC must notify the Early Intervention Program if a child is discharged from the Health Home within 2 working days of the disenrollment

✓ The Early Intervention Program will contact the family to ensure that the family is provided with a choice as to the new Early Intervention OSC provider

✓ The family may choose to keep the same HHCMA/OSC agency if they are available for EI OSC

✓ Since the child will already be receiving EI services, eligibility for the Early Intervention Program will not need to be re-established
NYSDOH Bureau of Early Intervention

provider@health.ny.gov
Provider Applications, Amendments, and Agreement Requests/Questions

beipub@health.ny.gov
General EI Technical Assistance Questions

Or call 518-473-7016